



Republic of the Philippines  
DEPARTMENT OF EDUCATION  
Region VII, Central Visayas  
**SCHOOLS DIVISION OF NEGROS ORIENTAL**  
www.depednegor.net

November 12, 2018

DIVISION MEMORANDUM

No. 795, s. 2018

**TO : Public Schools District Supervisors (PSDSs) of San Jose and Siaton 1-4  
School Heads (Principals or TICs) of all schools of San Jose, Siaton 1-4  
and NOHS  
Presidents of Faculty Clubs of NOHS and the schools in the  
aforementioned districts  
Presidents of District Teachers' Association**

**SUBJECT : Workshop on Grievance Process**

1. Please be informed that there will be a One-Day Workshop on Grievance Process for the PSDSs of San Jose and Siaton 1 to 4 Districts; School heads of the said districts and NOHS; President of Faculty Clubs of NOHS and the schools of the aforementioned districts, if there is any; and Presidents of the District Teachers' Association of the aforementioned districts on **December 11, 13-14, 2018 at 3<sup>rd</sup> Floor, PHCCI, Dumaguete City.**

2. This will be conducted in 3 batches. Please see attached list of districts/schools per batch. The following are the schedules per batch:

<b>December 11, 2018</b>	<b>December 13, 2018</b>	<b>December 14, 2018</b>
San Jose District	Siaton 1	Siaton 2
NOHS	Siaton 4	Siaton 3

3. Participants are requested to come on time. Registration starts at 7:30 in the morning. Workshop starts at **8:00 o'clock in the morning and ends at 5 o'clock in the afternoon.**

4. Food (lunch, dinner and 2 snacks) will be served and shall be charged to **Legal Section's budget from GASS** while traveling and other incidental expenses of participants shall be charged against division/school MOOE/local funds, whichever is applicable, subject to the usual accounting and auditing rules and regulations.

5. This serves as **TRAVEL ORDER.**

6. For the information, guidance and compliance of all concerned.

**WILFREDA D. BONGALOS, Ph. D. CESO V** *WB*  
Schools Division Superintendent  
11/12/18

SAA

19 NOV 2018



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**BATCH 1 (December 11, 2018; 8AM to 5PM)**

**San Jose District: Rosemarie L. Torres, PSDS**

**School Heads of the following schools under San Jose District:**

1. Basak PS
2. J R Remollo ES (Cambalocot)
3. Cancawas PS
4. Guilongsoran PS
5. Janay-janay ES
6. P A. Remoto ES (Jilocon)
7. A C. Calumpang ES (Naiba)
8. San Jose CES
9. San Roque PS
10. Siapo ES
11. Sra. Ascion ES
12. Tampi ES
13. Tapon Norte ES
14. Cambalocot HS
15. San Jose PCHS
16. Siapo HS
17. Tampi NHS

**\*\*\*Additional Participants for Batch 1:**

- a) **Presidents of Faculty Clubs per school, if there is any**
- b) **President of District Teachers' Association**

**NOHS: Mr. Arnold R. Jungco, SP-IV**

**\*\*\*Additional Participants for NOHS:**

- a) **School Head of Senior High School**
- b) **President of Faculty Club, if any**

**BATCH 2 (December 13, 2018; 8AM to 5PM)**

**Siaton I District: CONSTANCE JOY E. SARNE, PSDS**

**School Heads of the following schools under Siaton I District:**

1. Albiga ES
2. Antulang ES
3. Bonbonon ES
4. Inalad ES
5. Kabangkalan IS
6. Lindy Pajunar MES (Bondo)
7. Palayuhan ES
8. Ramon Ponce de Leon MES
9. Salingkubong ES
10. Tayak ES
11. Lorenza Palarpalar MHS
12. Mainit HS
13. Paciente Cesar G. Cabrera MHS
14. Palayuhan HS
15. Sumaliring HS
16. n HS

**\*\*\*Additional Participants for Batch 2:**

- a) **Presidents of Faculty Clubs per school, if there is any**
- b) **President of District Teachers' Association**



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**Siaton IV District: Heide E. Petras, PSDS**  
**School Heads of the following schools under Siaton IV District:**

1. Bantolinao ES
2. Bunay PS
3. Cabangahan ES
4. Calañan ES
5. Calangag ES
6. Catipon ES
7. Giligaon ES
8. Lico-lico ES
9. Maladpad ES
10. Pio Macahig MES
11. Talaptap ES
12. Aurelia G. Mercedo MHS
13. Giligaon HS
14. Maria Macahig MNHS

**\*\*\*Additional Participants for Batch 2:**

- a) **Presidents of Faculty Clubs per school, if there is any**
- b) **President of District Teachers' Association**

**BATCH 3 (December 14, 2018; 8AM to 5PM)**  
**Siaton II District: Delia A. Alanano, PSDS**  
**School Heads of the following schools under Siaton IV District:**

1. Canaway ES
2. Candugay ES
3. Casalaan ES
4. Datag ES
5. Felipe Tayko Mem. CES
6. Luan-Luan PS
7. Mantiquil ES
8. Nawacat ES
9. San Jose ES
10. Candugay HS
11. Mantiquil Masaligan HS
12. Siaton NHS

**\*\*\*Additional Participants for Batch 3:**

- a) **Presidents of Faculty Clubs per school, if there is any**
- b) **President of District Teachers' Association**

**Siaton III District: Fe K. Zuñiga, PSDS**  
**School Heads of the following schools under Siaton IV District:**

1. Apoloy ES
2. Caticugan ES
3. Cruz Gadiane ES
4. Hagikhik ES
5. L L Macias ES (Cambonbon)
6. Maloh ES



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7. Managobsob ES
8. Mantuyop ES
9. Nasipit ES
10. Olambid ES
11. Pagang ES
12. Salag ES
13. Sandulot ES
14. Ulayan ES
15. Cambonbon HS
16. Caticugan HS
17. Maloh PCHS
18. Siaton Science HS

**\*\*\*Additional Participants for Batch 3:**

- a) **Presidents of Faculty Clubs per school, if there is any**
- b) **President of District Teachers' Association**